



# Middletown Public Schools

Patricia Charles, Ed.D., Superintendent of Schools

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May 13, 2016

Ms. Linda Bettencourt  
City & Town Clerk  
Municipal Building  
245 deKoven Drive  
Middletown, CT 06457

Dear Ms. Bettencourt:

The Middletown Board of Education **Communications Committee** will meet on Wednesday, **May 18, 2016 at 4:00 PM** at the Dr. Alfred B. Tychsen Administration Building, 311 Hunting Hill Avenue, Middletown in the Board Room (Room #1, Board Room). The agenda for this meeting is as follows:

## AGENDA

- Stationary Update
- Facebook Update
- PowerSchool – Logging in to Student Grades
- Attendance Letters – State Requirements, Education and Parent Buy-in

Sincerely,

A handwritten signature in cursive script that reads "Marcy Poppel".

Marcy Poppel

MP/

cc: Board Members  
Patricia Charles, Ed.D., Superintendent of Schools  
Enza Macri, Associate Superintendent  
Michelle Gohagon, Technology Facilitator